



MEETING NOTICE

TIME: 9:30 A.M.

DATE: December 18, 2013

PLACE: County Board Room, 2nd Floor - County Building

A G E N D A

1. CALL TO ORDER.
2. ROLL CALL.
3. APPROVAL OF MINUTES OF PREVIOUS MEETING.
4. MINUTES OF THE EXECUTIVE POLICY BOARD.
5. REPORT OF OFFICERS.
6. REPORT OF THE EXECUTIVE DIRECTOR.
7. CORRESPONDENCE.
8. PUBLIC HEARINGS.
9. COMMITTEE REPORTS.
 (A) Report of the Land Subdivision Committee and
 Action on Recommendations
10. UNFINISHED BUSINESS.
11. NEW BUSINESS.
12. SPECIAL ANNOUNCEMENTS.
13. ADJOURNMENT.

MINUTES OF MEETING
Springfield-Sangamon County Regional Planning Commission
November 20, 2013

1. CALL TO ORDER.

Chairman Brad Mills called the meeting to order at 9:32 AM.

2. ROLL CALL.

Mary Jane Niemann called the roll.

JULY 2013	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY 2014	FEBRUARY	MARCH	APRIL	MAY	JUNE	COMMISSION MEMBERS
X	X	X	X	X								Brad Mills, Chairman
X	X	X	X	X								Kenneth Springs, Vice-Chairman
X	X		X									Bruce Strom, Secretary
X	X		X	X								Mayor Mike Houston – <u>M. Farmer</u>
X	X	X	X	X								Andy Van Meter – <u>B. McFadden</u>
		X	X	X								Alderman Sam Cahnman
												Alderman Cory Jobe
												Greg Stumpf
	X	X	X	X								Andy Goleman – <u>C. Stratton</u>
X	X	X		X								Leslie Sgro – <u>E. McKinley</u>
X	X	X	X	X								Frank Vala – <u>R. Blickensderfer</u>
X	X	X	X	X								Brian Brewer – <u>F. Squires</u>
X	X	X	X	X								Dick Ciotti – <u>G. Humphrey</u>
X	X	X	X	X								Jeff Vose
X		X	X									Larry Hamlin
X	X	X		X								Eric Hansen
				X								Bill Moss

Others

Dave Stubblefield

Staff

Molly Berns

Jeff Fulgenzi

Steve Keenan

Mary Jane Niemann

Norm Sims

Amy Uden

Joe Zeibert

3. **MINUTES OF MEETING.**

Chairman Mills asked if there were any additions or corrections to the minutes of the October 16, 2013 Regional Planning Commission meeting. There were none. The minutes were accepted as mailed.

4. **MINUTES OF THE EXECUTIVE POLICY BOARD.**

Chairman Mills stated that the Executive Policy Board met on October 16, 2013 to address the Commission's FY2014 budget proposal and make its recommendation concerning any salary increase for the Executive Director. The budget proposal was approved unanimously by the Executive Policy Board and a copy of the proposal has been made available to you. (See attached). This recommendation was approved by the County Board with only a slight modification.

The Executive Policy Board approved a 2% salary increase for our Executive Director, which is the same as the increase recommended for the rest of the staff.

Chairman Mills said a copy of the minutes of the Executive Policy Board has been provided (see attached), and he entertained a motion from of a member of that Board for their approval. Brian McFadden moved to recommend approval of the October 16, 2013 Executive Policy Board draft minutes as presented which included a 2% salary increase for the Executive Director. Eric Hansen seconded the motion and the vote was unanimous.

Chairman Mills said that Norm Sims will provide some highlights of the budget later in his report. Questions regarding the budget will be addressed at that time.

5. **REPORT OF OFFICERS.**

There was no report of officers.

6. **REPORT OF THE EXECUTIVE DIRECTOR.**

- A. **SSCRPC FY2014 Budget** – Sims said the SSCRPC's proposed budget must be approved by the Executive Policy Board before it is submitted to the County Board. The proposed budget approved by the Executive Policy Board was approved by the County Board with a slight modification of \$29 due to recalculation of fringe benefit costs. Sims then highlighted the budget.

On the revenue side, Urban Regional Comprehensive Planning funding decreased slightly and no Rural Regional Comprehensive Planning funding is expected as those funds are allocated every two years. Sims noted that federal funding regarding the Springfield Area Transportation Study (SATS) is expected to decline in future years as more Metropolitan Planning Organizations are formed. Regarding local funding, Sims noted that the comprehensive plan update for Leland Grove has been completed. It is anticipated that an update will be done for the Village of Riverton. Staff is also discussing potential updates with two other communities. An increase of 3.5% (\$5,730) in City of Springfield funding from \$163,770 to \$169,500 was requested due to additional staff time anticipated regarding the city's Land Subdivision Ordinance and floodplain work regarding properties around Lake Springfield. Funding received from Sangamon County decreased \$25,000, but is offset by a

decrease of \$23,699 in cost allocation costs paid back to the county.

Personnel and fringe benefit costs make up 82.7% of all the expenditures. All other line item expenses remained consistent with the mark.

Sims noted that revenues and expenses may fluctuate from what was budgeted due to projects being taken on that were not anticipated.

Sims noted that a proposal will be submitted to IEMA/FEMA to update Sangamon County's Natural Hazard Mitigation Plan. An update of the plan is needed so that participating communities may receive natural hazard mitigation funding.

The SSCRPC has been asked to be a subcontractor to the University of Illinois at Springfield Survey Research Center on an evaluation of the State of Illinois Century Network which runs fiber optic network to public facilities throughout the state.

Sims stated that SSCRPC will provide staff assistance to the Regional Leadership Council of Sangamon County using Comprehensive Regional Planning funds. The Regional Leadership Council is a group of village presidents / mayors that has been established that meet regularly to discuss common problems and solutions.

Sam Cahnman asked if a response had been received from the City of Springfield regarding the SSCRPC's increased funding request. Sims said he recently sent a letter to the Mayor to include the request in the City's budget, but had not yet received a response. The City is also represented on the Executive Policy Board and reaction was positive. There will be follow up with Mayor Houston for preparation of a resolution and the planning service agreement. Cahnman asked how long it had been since a funding increase was requested. Sims said 3-4 years. Total funding increase from 2007-2014 was 7.7%, or 1.1% per year.

B. 2014 SSCRPC Meeting Dates – Sims said a schedule of SSCRPC meeting dates for 2014 has been prepared. (See attached).

C. Staff News – Sims reported that Neha Soni was officially sworn in as a citizen of the United States on Friday, November 15. A staff celebration was held in the SSCRPC office and Joe Aiello attended to complete Soni's voter registration. Eric Hansen extended congratulations to Soni on behalf of the Commission.

7. CORRESPONDENCE.

There was no correspondence.

8. PUBLIC HEARING.

There was no one who wished to address the Commission.

9. COMMITTEE REPORTS.

Land Subdivision Committee – Joe Zeibert presented two projects to be reviewed by the Planning Commission this month.

Mill Creek Estates, Phase 2

Location & Sketch Map

Variance of Sec. 153.157(L) – Restriction of Access

Description: Pt. NW ¼, SW ¼, Section 1, T15N, R6W and Pt. NE ¼, SE ¼, Section 2, T15N, R6W (Greenbriar Road, east of West Road Drive)

LSC Action: Recommend approval of a Variance of Sec. 153.157(L) – Restriction of Access – to allow one access point to Greenbriar Drive for the proposed five acre area reserved for a public park and recommend approval of the location & sketch map.

Zeibert said this 19 acre development is within the City of Springfield's subdivision jurisdiction. It is located north of Iles Avenue, west of Koke Mill Road and encompasses a portion of the Greenbriar extension to the east of Providence Lane. The subdivision has expired, so the developer has to start again to complete this development. This development is proposed to include 35 single family lots located south of Greenbriar. A park is proposed north of Greenbriar. It is required to be platted for one year to give the Springfield Park district time to acquire that land. If it is not acquired by the park district, that land may be redeveloped. A variance was requested to allow access to the park.

Gabriel's Landing

Variance of Sec. 16.14.140(C) – Watercourses

Description: Pt. W ½, SW ¼, Section 34, T16N, R4W (West side of Gabriel Road, south of Mechanicsburg Road and north of Thresher Drive)

LSC Action: Recommend approval of a Variance of Sec. 16.14.140(C) – Watercourses - to allow a one-time reconstruction of the waterway.

Zeibert said this property is located east of I-55, west of Gabriel's Road. A variance was requested to allow reconstruction of an existing natural watercourse at the recommendation of the Sangamon County Soil and Water Conservation District. (See attached information that was available at the meeting). Erosion has occurred and water is not getting to the center of the drainage way. The developer proposed to reduce the 100' stream protection easement to 80', excavation of 48' of the center of the drainage way and seeding out 80' in width. A deep cut needs to be filled and that would result in the realignment of 24' of a short 150' section of the watercourse. It will not follow the existing watercourse for that 150' section.

Frank Squires moved to concur with the action of the Land Subdivision Committee on the above mentioned projects. Brian McFadden seconded the motion and the vote was unanimous.

10. UNFINISHED BUSINESS.

There was no unfinished business.

11. NEW BUSINESS.

There was no new business.

12. SPECIAL ANNOUNCEMENTS.

There were no special announcements.

13. **ADJOURNMENT.**

There being no further business, Sam Cahnman moved to adjourn. Kenneth Springs seconded the motion and the meeting adjourned at 9:53AM.

Respectfully Submitted,

Mary Jane Niemann
Recording Secretary

Attachments:

- Draft minutes of the 10/16/2013 EPB meeting
- FY2014 Proposed Budget Submission approved by EPB on 10/16/2013
- 2014 SSCRPC meeting dates
- Gabriel's Landing info